

CERTIFIED - RENEWAL NOTICE
INVOICE – AMOUNT DUE \$252.00 ON OR BEFORE JULY 1, 2015

Complete all items below ** (please print). Incomplete form will be returned and will delay the renewal.

Kentucky Real Estate Appraisers Board
135 W. Irvine Street, Suite 301, Richmond, KY 40475
Phone: (859) 623-1658 – Fax: (859) 623-2598 – Website: www.kreab.ky.gov

****Name:** _____

****Company Name:** _____

****Address:** _____

****City, State, Zip:** _____

- Incomplete Forms will be returned!
- Signature Required!
- Fill in all blank fields!
- Continuing Education must be completed before you can renew!

1. ****Email Address:** _____

2. ****Work Phone:** _____

3. ****Home Phone:** _____ 4. ****Fax No:** _____ 5. ****Mailing Address County:** _____

6. Supervising Appraisers must list current associate(s): ******(1) _____ (2) _____
(3) _____ (A certified appraiser is limited to a maximum of three (3) associates at a time)

7. Have you previously held a license with the KREAB or another State appraiser agency? ☐ **Yes** ☐ **No**

8. Are you currently in good standing with all agencies and commissions with whom you hold a license or certification?
☐ **Yes** ☐ **No** ☐ **N/A**

9. In the past 12 months, have you had an application for certification or licensure as an appraiser denied by any agency within the State of Kentucky or any other State? If yes, please explain and submit a copy of the denial notice. ☐ **Yes** ☐ **No**

10. In the past 12 months, have you been reprimanded or fined or had a license or a certificate or a registration suspended, revoked, restricted, denied, or surrendered in Kentucky or any other State by any agency that has granted you a license, certificate or registration to engage in a regulated occupation, trade or profession? If yes, provide explanation in writing, and provide a copy of any documentation that describes the charges against you, and the action taken by the appropriate agency. ☐ **Yes** ☐ **No**

11. Are you the subject of ANY pending investigation, administrative sanction proceeding, hearing, trial or similar action by any agency that has granted or denied you a license, certificate, or registration to engage in a regulated occupation, trade or profession? If yes, explain and submit a copy of any documentation describing the charges against you.
☐ **Yes** ☐ **No**

12. In the past 12 months, have you entered a plea of nolo contendere, been found guilty of, or convicted of a *felony*? If yes, fully explain the facts of the offense and identify the location of the jurisdiction of the proceedings. Include a copy of all final court documents identifying the charges and assessing the penalties. ☐ **Yes** ☐ **No**

13. In the past 12 months, have you entered a plea of nolo contendere, been found guilty of, or convicted of a misdemeanor? If yes, you must fully explain the facts of the offense and identify the location of the jurisdiction of the proceedings. Include a copy of all final court documents identifying charges and assessing penalties. ☐ **Yes** ☐ **No**

14. Are you now awaiting trial or sentencing in any criminal proceeding? If yes, fully explain the facts of the alleged offense and identify the location of the proceedings. ☐ **Yes** ☐ **No**

15. Have you ever used any name other than the one herein, either initials, surname, maiden name, or alias? If yes, you must list all other names used. ☐ **Yes** ☐ **No**

16. In the past 12 months, has any disciplinary action ever been brought against you as a member of any professional organization or trade association? If yes, explain and include a copy of any document reflecting the allegations and the final action or decision, if it has been rendered. ☐ **Yes** ☐ **No**

Please note all items listed below:

- **All** Kentucky licensed/certified appraisers MUST complete 14 hours of continuing education by **May 15, 2015**. All education must be completed between **May 16, 2014 – May 15, 2015** and submitted to the Board by **May 31, 2015**. **201 KAR 30:125 Non-compliance with either of the requirements specified in this section shall cause the applicant's renewal application to be deemed to be late, which shall result in a \$200 late fee for renewal.**
- Return this **completed** form (signature required) and a check in the amount of **\$252.00** made payable to the KREAB on or before July 1, 2015. Any renewals postmarked July 2, 2015 or later will be considered late and a \$200.00 late charge will be required before license will be issued.
- A period extending from July 2, 2015 – December 31, 2015 provides for automatic renewal upon receipt of the \$252.00 fee plus a \$200.00 late charge. During this time, your license will no longer be valid and you cannot perform appraisals during this period until your license has been reinstated. If your license has not been renewed by January 1, 2016, you must submit a new application and reapply as a new applicant.
- All return checks will be assessed a \$25.00 service fee. The Board may assess a \$200.00 penalty fine for checks returned after July 1, 2015.

To expedite the renewal process, please fax (859) 623-2598, email Angie.Thomas@ky.gov or Kim.Mathias@ky.gov or mail course completion certificates to the board upon completion of the course.

****SIGNATURE REQUIRED:** _____

Form will be returned if not signed. Renewal will not be processed until form is complete and signed.